

Continuity of Operations

Office of Security

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By statute, BGS is required to maintain the State of Vermont Continuity of Government Plan (COG) and Continuity of Operations Plans (COOP). All COOP Plans roll up into one COG. The current COG was prepared and signed off by the Agency of Administration in February 2015. At that time only a handful of COOP plans were current.

In June 2015, Kristen LaJeunesse was tasked coordinating with Continuity Planners statewide to try and increase the number of completed COOP Plans. Kristen observed the need for continuity training. Brand new employees were being designated as COOP Coordinators and many had little to no leadership access/resources to make decisions necessary in continuity planning.

In September 2016, a COOP Training memo was issued by the BGS Commissioner inviting all involved in continuity planning to attend our first Continuity Basics Seminar. This seminar was co-hosted by DEMHS. We had 25 attendees.

To increase participation, another COOP memo went out from the BGS Commissioner in January 2017 inviting all continuity planners to our second Continuity Basics Seminar. We had 22 attendees.

In November 2017, a memo from the BGS Commissioner's Office outlined the Office of Security's resources available to COOP Coordinators.

- COOP Basics Seminar - an overview of COOP and the plan elements for staff and leadership
- COOP Plan Development Workshop – help you tailor each plan element specific to your organization
- Test, Train, & Exercise Planning Workshop – help you plan training, drills, and exercises to see how your plan will work
- After Action Review – facilitate lessons learned and provide valuable information for improving the continuity process

We held another COOP Seminar in June 2018. This had another push from the BGS Commissioner's Office and was also mentioned by Governor Phil Scott in an Extended Cabinet Meeting.

References

Title 29 V.S.A. § 171 (e) states:

"The commissioner of buildings and general services is responsible for the protection of state facilities, the lands upon which the facilities are situated, and the occupants of those facilities, which is vital to sustaining the essential services of government in an emergency. The commissioner shall develop plans for continuity of government and continuity of operations as an addendum to the state emergency operations plan maintained by the department of public safety, division of emergency management and referenced in 20 V.S.A. section 8(b)(2)."

